

HOWELL TOWNSHIP BOARD REGULAR MEETING
October 10, 2011
Howell Township Hall
7:00. p.m.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Carolyn Eaton	Clerk
Jonathon Hohenstein	Treasurer
Carolyn Henry	Trustee
Matthew Counts	Trustee
Dar Howard	Trustee (7:05)
John Hubbel	Trustee

MEMBERS ABSENT:

Supervisor Coddington called the meeting to order at 7:00 p.m. The roll was called. All rose for the Pledge of Allegiance.

CALL TO THE BOARD: **MOTION** by Counts, seconded by Hubbel, **“TO APPROVE THE OCTOBER 10, 2011 AGENDA AS PRESENTED.”** Motion carried unanimously.

APPROVAL OF MINUTES: **MOTION** by Henry, seconded by Counts, **“TO APPROVE THE SEPTEMBER 26, 2011 REGULAR BOARD MEETING MINUTES AS PRESENTED.”** Motion carried unanimously. See appropriate Board Meeting Minutes.

CORRESPONDENCE: See attached list. Trustee Howard added, “Howell Area Football League”.

CALL TO THE PUBLIC: No response.

OLD BUSINESS:

A. Split REU Disbursement Policy – Clerk Eaton explained that Trustee Henry had submitted REU Split Policy and that the policy clarifies how REU’s will be dispersed and which ones will come to the board for approval. **MOTION** by Eaton, seconded by Hubbel, **“TO APPROVE RESOLUTION # 10.11.296 REU SPLIT POLICY AS PRESENTED.”** A roll call vote was taken, Counts-yes, Eaton-yes, Coddington-yes, Hubbel-yes, Hohenstein-yes, Henry-yes, Howard not present for roll call. Motion carried.

- B. Cleary University Agreement – Agreement with Cleary University on Tuition Grant Programs. Any Howell Township board member, employee and or dependents will receive free lab fees, free parking fees, free application fees, free textbooks and a 20% reduction in tuition fees which include discounts on tuitions, books, labs and parking. There is no cost to the township. A link on our website will be set up to connect directly to Cleary University. **MOTION** by Eaton, seconded by Hubbel, **“TO APPROVE THE SUPERVISOR TO SIGN AGREEMENT WITH CLEARY UNIVERSITY.”** Motion carried unanimously.

NEW BUSINESS:

A. Tax Sale Properties Discussion – Clerk Eaton reported that at the Tax Sale last week the township purchased 54.25 acres on Oak Grove that has 300 REUs in water/sewer for \$15,000.00, 95 acres on Burkhardt & Mason Roads with 75 REUs in sewer only for \$14,000.00 and 20 acres on Burkhardt near Tooley Road with 20 REUs in water/sewer for \$10,000.00. Packets of information about these properties will later be given to board members. Information will include our cost into the property thus far. Clerk Eaton and Supervisor Coddington will meet with Jim Montgomery. There was also discussion on the possibility of appointing a Property Committee to look at these properties to see how to make them more marketable. It was also reported that Dave Johnston purchased all but one of his lots in Phase 3. Bill Parks would also like to discuss the properties.

B. Tax Sale Properties Land Lease – Supervisor Coddington reported that from the properties that were recently purchased, 2 of those have current crops on them and the 3rd is being worked. **MOTION** by Howard, seconded by Hubbel, **“TO AMEND THE LEASE WITH ROCKY RIDGE FARMS TO INCLUDE 95 ACRE PROPERTY PARCEL #4706-32-400-013 WITH APPROXIMATELY 54 TILLABLE ACRES WITH THE SAME CONDITIONS AND TERMS AS CURRENT LEASE.”** Discussion followed. Motion carried unanimously. On the piece of property that is known as the Doc Earl’s property, John Mills has existing crops. He has come into the township with a check for \$60.00 an acre in good faith. **MOTION** by Henry, seconded by Howard, **“TO ACCEPT \$60.00 AN ACRE FOR THE CROPS THAT ALREADY EXIST ON PROPERTY #4706-25-100-026.”** Motion carried 6 to 1. **MOTION** by Howard, seconded by Hubbel, **“FOR THE UPCOMING LEASE ON PROPERTY #4706-25-100-026 TO OFFER IT TO MILLS AT THE SAME RATE THAT THE TOWNSHIP IS RECEIVING FROM ROCKY RIDGE FARMS. IF BID IS NOT ACCEPTED THEN THE PROPERTY WILL GO UP FOR BID TO OTHER INTERESTED PARTIES.”** Motion carried unanimously.

REPORTS:

A. Supervisor – Supervisor Coddington reported that he and Trustee Howard met with Greg Tetera regarding MHOG.

B. Treasurer – No report

C. Clerk/Zoning – See attached report. **MOTION** by Eaton, seconded by Henry, **“TO APPROVE TREASURER JOHNATHON HOHENSTEIN AND DEPUTY TREASURER CAROL MAKUSHIK TO ATTEND THE SPECIAL ASSESSMENT CLASS ON NOVEMBER 3, 2011 AT THE COST OF \$195.00 PER PERSON.”** Motion carried unanimously. **MOTION** by Henry, seconded by Hubbel, **“TO APPROVE CLERK CAROLYN EATON TO ATTEND THE BS&A FUND ACCOUNT CLASS ON NOVEMBER 8, 2011 AT THE COST OF \$195.00.”** Motion carried unanimously. Clerk Eaton also reported on the Warranty Contracts on the voting tabulators and Automarks. Contracts need to be returned by October 14, 2011. **MOTION** by Eaton, seconded by Henry, **“TO APPROVE THE VOTING SYSTEM EXTENDED SERVICE AND WARRANTY CONTRACTS FOR \$579.00 AS PRESENTED .”** Motion carried 6 to 1.

D. MHOG – No Meeting

E. Airport – Supervisor Coddington reported they are working on the millage rate. It is coming up for renewal after the last collection in December 2012. The rate the millage is generating is half the rate it was 4 years ago. It is getting harder to keep all stations open with dayshift firefighters at all stations. An increase is needed but, just how much has not yet been determined.

DISBURSEMENTS: **MOTION** by Eaton, seconded by Hubbel, **“TO PAY REGULAR DISBURSEMENTS AS PRESENTED”.** Motion carried unanimously.

CALL TO PUBLIC: Bill Park, 437 Burkhart Rd. – Commended the board for doing well on a job that is in uncharted territory. Mr. Park wanted to address the Master Plan after viewing it on line. He stated that when the Master Plan was developed it was during a period of time when things were progressing really well. Now that things are not, he believes now is the time to do a quick review of the Master Plan. The board now has more wisdom relating to the issue. He would like the board to think about the next 15 years. We are going to have to do more with less. It is going to be a lot of work for the board and the Planning Commission. For an example the 95 acres on Burkhart and Mason is partially Master Planned commercial and partially residential. There now may be institutions that will come here and build things like a hospital for example. Before it was cheaper for these businesses to go south and build. We have some options now. What is the Master Plan going to look like? Mr. Parks also wanted to know if on the Cleary Agreement if there was an exit clause if we wanted to opt out.

Harold Ackels, 2395 Byron Rd. – Mr. Ackels reported that he works with John Mills. He also stated that the township might get more per acre for farming from other farmers other than John Mills but he feels that no one else would take as good as care of the properties as well as John Mills. In ten years from now the property will be in better shape than it is now. John Mills has put a lot of time into the two acres by the house on the Doc Earl property. There is a large contaminated spot on the land. John Mills knows how to deal with this issue. Another farmer might make the matter worse. When Kroger came in a lot of the tile got broken up and now part of this property does not drain well.

Maureen Strayer, 2100 Crooked Lake Rd. – Ms. Strayer introduced herself to the board as Howell Township's Accounting Clerk. She stated that she is not sure what else she is supposed to do. "I put in for an increase in salary. This issue was taken to the board earlier and it was denied." Ms. Strayer stated she is confused as to why it was denied. She stated "I like working here and believe I have a lot to offer". She also stated (believes) that she is the only one who knows accounting now that the Financial Director is no longer with the township. She commented the appreciation of hiring Jane Alexander to help. Ms. Strayer reported that the Financial Director left at the end of June, it is now October. Again she stated she is not sure what is expected of her. "We do not have performance reviews. I have been here almost 5 years and I have only had 1 review." Ms. Strayer wants to know what the plan is. Again, Ms. Strayer stated, "the board eliminated the Financial Director position and I am the only one who has accounting experience. Am I expected to do more in the same amount of time and at the current rate?" Ms. Strayer stated that when the old assessor was let go, the new assessor was only part time and was then given benefits as full time employee. Ms. Strayer stated that she received nothing when the Financial Director left. Ms. Strayer stated, "Jane started on a day I was not there. I don't understand this. She will need training. I don't know how much time I will have to train anybody." Ms. Strayer gave an account that the IFT Annual Report had not been done in 3 years and that the Financial Director did 3 years of the report last year. Ms. Strayer stated, "I figured out how to do it and got it done this year. I am not sure what other errors there are that we don't even know about yet." Ms. Strayer stated that Bonny Moore is doing Special Assessments. Ms. Strayer reported that she has received a response back from the CPA and they want to charge between \$600.00 and \$1,200.00 to do the Journal Entries to bring the Special Assessments back to where they are suppose to be. The reason for the charge is because there were so many problems of it not balancing for awhile. Ms. Strayer went on to say that she does all the other Journal Entries and all the other Bank Recs. Again Ms. Strayer stated, "I don't know where I stand. Mike Coddington and Carolyn Eaton said anyone may come to a board meeting and talk during the Call to the Public". Ms. Strayer stated (believes) that nobody else work load compares to hers and if she has to train someone on something, it should be worth something.

ADJOURNMENT: MOTION by Howard, seconded by Henry, "**TO ADJOURN.**" Motion carried.
The meeting adjourned at 8:18 p.m.

Approved: _____

Carolyn Eaton
Howell Township Clerk

As Amended: _____

As Corrected: _____

Mike Coddington
Howell Township Supervisor

Dated: _____

Signed: _____

Debby Johnson
Recording Secretary